MIT SAP Web Interface Project

Detailed Design

Created on 1997-04-04 by Rocklyn E. Clarke	Revised on 1998-07-09 by Rocklyn E. Clarke
SAPWEB home page	SAPWEB Interface Development Page
Try SAPWEB	

The web interface will be developed in three phases.

Phase 1 of the web interface was rolled out to the MIT community on Monday, June 16, 1997. It restored to the MIT community the query functions formerly provided via EREQ:

- Display Purchase Order With Line Items
- Display Blanket Order With Line Items
- Display Payment History

Click here to try it.

The following functions are planned for the phase 4 rollout on September 1, 1998:

- ECAT2 Support)
- General Create Requisition Support
- Display Requisition With Line Items
- Edit / Delete Requisition
-

The relationship among the display transactions is illustrated in the diagram below. You may click on any transaction below to display its specifications.

made, he receives email notification, and is on occasion called by the VIPcard administrator to check the validity of a purchase.

The bills for the purchases will be mailed to the office (see below). These should be put in Peter's box. Make it clear which grant the purchase is for.

The purchasing card currently has a limit of $500 per purchase and $1500 per month.

Where to have things sent

The shipping and billing address to use depend upon the method of purchase and the method of shipping.

Shipping

> FedEx and US post come to the office:
> (your name)
> MIT Rm. 6-022
> 77 Massachusetts Ave.
> Cambridge, MA 02139
> Attn: (your name)
>
> UPS goes to the receiving room. Building 6 is serviced by the building 3 receiving room. The address is:
> MIT
> Building 3, receiving room
> 60 Vassar St.
> Cambridge, MA 02139
> ATTN: Room 6-022/(your name)
>
> When you receive a package, the packing slip must be placed in Peter's box. Write the following information on it:
> * "Okay to pay" if that is the case.
> * Date received.
> * PO number of purchase.
> * Whether the order is complete, or you are expecting more items.
> * Your name and account number.

Billing

> For purchases made through SAPweb, in which you contact the vendor, you should have them send the bill to:
> MIT
> PO Box 9169
> Cambridge, MA 02139
>
> For purchases made with the purchasing card, the billing address is the office:
> MIT Room 6-022
> 77 Massachusetts Ave.
> Cambridge, MA 02139
> Attn: (whoever)
>
> Once the bill is received, put it in Peter's box with the usual explanatory remarks, especially the account to charge it to.

This page makes no claim to completeness, and may not be up to date. For complete, although opaque, instructions on purchasing at MIT, see the Procurement Department Policies and Procedures webpage (http://web.mit.edu/purchasing/pol&proced/). Omissions should reported to the webmaster.

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Address: http://mitvma.mit.edu/sapweb/sapweb.html

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The following files are available for downloading:

- SITEX10.EXE (self-extracting archive)
  Stuffit Expander for Windows. This freeware program can translate various compression formats including BinHex 4.0.
- The Report of the MIT Departmental Procurement Team and the Reply from the Management Reporting Team
- October 31, 1996 SAP Authorizations Presentation (BinHex 4.0)
- November 6, 1996 SAP R/3 3.1G Technical Briefing (BinHex 4.0)
- November 6, 1996 SAP R/3 3.1G Overview (BinHex 4.0)
- November 27, 1996 SAP Authorizations Presentation
- December 18, 1996 SAPWEB Presentation to the MR-All Meeting

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Departmental Procurement Team Report

Introductory Message

Date: March 5, 1997

From: William R. Dickson, Senior Vice President
       Katherine Cochrane, Management Reporting Project Manager

To: The MIT Community

Last September, the Departmental Procurement Team, acting at the request of the Management Reporting Project, submitted its report on certain SAP-related procurement issues. Included therein were several recommendations. In November, the Management Reporting Project submitted its response to the Departmental Procurement Team. Both documents are included here for the information of the MIT community.

Since that time, the Management Reporting Project, with technical support from SAP and CSC experts, has closely examined the ramifications of certain of the recommendations, particularly those having to do with the visibility of purchase orders. The Institute's senior management is now reviewing the status of these various efforts. This review should be completed by mid-March, at which time we will provide additional information to the MIT community.

Thank you for your patience.

- Report of the Departmental Procurement Institute Wide Implementation Team -
  Submitted to the Reengineering Steering Committee September 1996

- Reply to the Departmental Procurement Implementation Report -
  Submitted by the Management Reporting Team November, 1996